



FAIRVIEW DEVELOPMENTAL CENTER JOB OPPORTUNITY BULLETIN

GROUNDSKEEPER

SALARY RANGE	\$2768 - \$3300
TENURE/TIME BASE	Limited Term, Full Time (12 Months)
PROGRAM/DEPARTMENT	Plant Operations
FINAL FILING DATE	November 16, 2015

DESCRIPTION OF DUTIES: Under the direction of the Lead Groundskeeper, to do gardening and general grounds maintenance work. Plants, cultivates, waters and sprays ornamental plants, shrubs, hedges, trees and flowers, and propagates cuttings; plants and cares for lawns; maintains plants, rakes leaves, hoes weeds, and performs general grounds maintenance work. Prepares and treats soils for planting and spades and fertilizes flowerbeds and sets out plants. Keeps greenhouses and other buildings in repair and free from diseases and pests. Keeps grounds clean and orderly. Maintains hoses, tools supplies and equipment in proper condition and repair. Trims trees, hedges, and shrubs and erects tree supports; does general laboring tasks related to grounds and garden maintenance work. Possession of a valid California Driver's License and Defensive Driver's card is required to operate any State Vehicle.

WHO MAY APPLY: Candidates with list or transfer eligibility for the classification. Applications will be reviewed and only the most qualified candidates will be scheduled for interviews. **Note:** Appointment subject to State Restriction of Appointment (SROA), Surplus and Re-employment List Procedures, pre-employment physical and fingerprint clearance. Applications can be obtained from the Testing Office of Fairview Developmental Center or from the State Personnel Board website www.spb.ca.gov. **Applications must be received in the Personnel Reception Office by no later than the close of business of the final filing date (4:30 PM). Applications postmarked, personally delivered or received via interoffice mail after the final filing date will not be accepted. Faxed applications or resumes will not be accepted.**

PLEASE SEND YOUR COMPLETED STATE APPLICATION (STD. 678) TO:

FAIRVIEW DEVELOPMENTAL CENTER
TESTING OFFICE, ROOM 211
2501 HARBOR BLVD.
COSTA MESA CA 92627
(714) 957-5255

IMPORTANT: PLEASE INCLUDE THE PROGRAM/DEPARTMENT NEXT TO THE JOB TITLE ON THE APPLICATION OR IT WILL NOT BE CONSIDERED FOR THE VACANCY.

FAIRVIEW IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.